

**Minutes of Meeting  
BOARD FOR CONTRACTORS  
INFORMAL FACT-FINDING CONFERENCES  
October 2, 2007 (9:00 a.m.)**

The Board for Contractors convened in Richmond, Virginia, for the purpose of holding Informal Fact-Finding Conferences pursuant to the Administrative Process Act.

Kenneth Hart, Board member, presided. No other Board members were present.

Joseph Haughwout appeared for the Department of Professional and Occupational Regulation.

The conferences were recorded by Inge Snead & Associates, LTD. and the Summaries or Consent Orders are attached unless no decision was made.

Disc = Disciplinary Case

Lic = Licensing Application

RF = Recovery Fund Claim

Trades = Tradesmen Disciplinary Case/Application

C = Complainant/Claimant

A = Applicant

R = Respondent/Regulant

W = Witness

Atty = Attorney

Participants

1. The Home Improvement Company LLC  
File Number 2007-01809 (Disc)  
(NO DECISION MADE)

Josephine Strulson – R  
Sharon Perez – C  
Vicky Moody – W

2. Warren's Plumbing & Heating Inc  
File Number 2007-01581 (Disc)  
(NO DECISION MADE)

Jung Kim – R

3. Walter H Litchford Jr  
t/a S & Q Residential Services  
File Number 2006-05272 (Disc)  
(NO DECISION MADE)

James Bohannon – W

4. James Pitt III  
t/a JP-4 Construction  
File Number 2007-03382 (Disc)  
(NO DECISION MADE)

Pitt – R  
Margaret George-Ayers – C

5. Demarco Services Inc.  
File Number 2007-03164 (Disc)  
(NO DECISION MADE)

None

6. Apple Valley Pool & Relaxation Center LLC  
File Number 2007-03540 (Disc)  
(NO DECISION MADE)

Cynthia Cornwell – W

The meeting adjourned at 2:05 p.m.

#### BOARD FOR CONTRACTORS

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Mark D. Kinser, Chairman

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Jay W. DeBoer, Secretary

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Custodian of Records